

### **An Exercise in Resume Prep**

*Adapted from the Activity, "Unpacking your VISTA Experience" by Brianne Johnson*

Answer these questions to help you develop strong points for your resume, in addition to helping you prepare for interviews

1. How did your AC experience enhance your knowledge, skills and understanding of your intended career field?
2. What have you gained from your AC experience that may make you stand out among others who haven't served?
3. Share an example of a time you solved a problem. What skills did you utilize?
4. What did you learn about social issues?
5. Discuss a time you helped someone that comes from a background different from your own.
6. Share an example of your ability to make decisions.
7. Tell about a time you worked to resolve conflict.
8. Were you able to build community partnerships this year? How did you utilize those in your service?
9. What is the most valuable thing you learned while serving in AC? Why?
10. What made your projects successful? How will you apply that to future projects?
11. Share an example of a time you led or motivated others during your service.
12. How were you able to build empathy and trust with those you served?
13. What have you contributed to your service site/the community in which you serve?
14. How did you adjust/adapt to your service site? How did this influence your ability to interact with others? What have you learned about stepping into a new environment?
15. Tell about a time you had to balance a lot of different tasks. How did you handle that situation?